TANDARD FORM NO. 64

Refease 2000/02/07 to CIA-RDP54-00177A000100130017-1

Office Memorandum

INTER

UNITED STATES GOVERNMENT

TO

Chief, Administrative Service

DATE: 1 April 1952

FROM

Chief, Transportation Division

SUBJECT:

Monthly Report of Transportation Activities - March 1952

The following report of activities of the Transportation Division during the month of March is submitted pursuant to your request.

1. Truck Operations:

The following truck operations were performed during the month:

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219 local hauls in and around Washington

2. Que Building Motor Pool Operations:

632 Total trips made

30 average number of trips per day

8442 total miles operated

402 average miles per day

3.9 average number of cars in pool per day

13.3 average miles per trip

23.5 average time per trip

Comparison of total trips, total miles operated and average miles operated per day for the past three months:

	TOTAL MILES	TOTAL TRIPS	AVERAGE MILES PER DAY
January	10 ,7 68	953	489.4
February	10 ,26 9	615	513.4
March	8 ,4 42	632	402.

During the month the shuttle service between CIA buildings and the Pentagon carried a total of 21,993 passengers, and average of 1047.2 per day.

3. Foll	oroved For Release 2003/0 SECUI owing is a report of t	he activities of the	Garage:	2!
_		O) vehicles were compl	et.elv checked.	
tune	d, etc., on the "Rotat	ion" plan.	onder,	•
R	epair Jobs	^	, 	54
	*Labor		- \$912.00	
	Parts		- 731.81	
R	epair Jobs Performed C)ut side		12
	Labor		- \$403.15	
	Parts		- 101.27	
· M	aintenance Work		-	89
	*Labor		- \$1,194.7	5
	Parts		- 42.2	2
₩vo	rk performed by Mechar	nics		
М	aintenance Work (Perfo	ormed by Mechanic's Hel	.pers)	
	Come Washed	•	- 266	
	Cars Washed	•	- 266 - 107	
month was \$2106. of \$1248.00. The compared with sa	Cars Lubricated Other Service Jobs of labor performed by 75, compared with their ne value of labor performents of \$916.64, incompared with their	the Mechanics in the gir salaries of \$858.75, ormed by the Mechanic's dicating a saving of \$2	- 107 - 88 garage during a indicating a Helpers was	saving \$1120.70,
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